

# Radwinter Parish Council

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Minutes of **Radwinter Parish Council meeting** held on Monday 28<sup>th</sup> February 2022, at Radwinter Village Hall.

Present: Cllr Richardson, Cllr Duck, Cllr Boyden, Cllr Halls and Cllr Rains  
DC Smith  
Luke Brown (Clerk)

0 members of the public

## Minutes

### 21/254 **Apologies for Absence**

Cllr Williams, Cllr Davidson.

**Resolution:** Accept apologies for absence.

**Proposed:** Cllr Halls **Seconded:** Cllr Duck - carried unanimously.

### 21/255 **Public Forum**

No members of the public present.

### 21/256 **Members' Declarations of interest**

Cllr Duck – VH and Rec Committee

Cllr Richardson – PCC and VH

Cllr Halls – Rec Committee

### 21/257 **Minutes**

Cllr Boyden noted that the minutes showed the conversation with the Men's Shed under item 21/232, whereas it should have been under item 21/242. Clerk will make the corrections, the minutes to be signed off at the next meeting.

**Resolution:** Planning results to be included in minutes within the action tracker.

**Proposed:** Cllr Richardson **Seconded:** Cllr Halls - carried unanimously.

21/258 **District & County Councillors Reports** (APPENDIX A)

UDC Planning are expecting a 50/50 split on planning decisions between them and the planning inspectorate due to UDC's designation status. UDC are working on getting the information regarding the procedure for the planning inspectorate out to local councils.

21/259 **Clerks Report** (APPENDIX B)

Clerk received some clarity on the Lighting project for the recreation ground, although a detailed specification still needs to be drawn up. Funding to be supplied by the Parish Council.

21/260 **Action Tracker** (APPENDIX C)

Clerk to speak to Mr Fitch regarding the Jubilee Gates.  
Clerk to speak to Cllr Foley regarding Footpath 85.

21/261 **Finance** (APPENDIX D)

**Resolution:** Agree payments for this month.

**Proposed:** Cllr Halls **Seconded:** Cllr Rains - carried unanimously.

Cllr Richardson noted that the Council remained well under budget for the financial year to 31 March, but that the grant budget needed to be spent as soon as possible. Cllrs noted that the proposed Rec Lighting Project will likely use most of the outstanding grant monies. Clerk to add Budget Review as a standing item.

21/261.1 **Quote for Grass Cutting**

**Resolution:** Agree quote from Outdoor Jack for grass cutting for the year 2022 – 23.

**Proposed:** Cllr Richardson **Seconded:** Cllr Halls - carried unanimously.

21/262 **New Planning Applications**

No planning applications to consider.

21/263 **Men's Shed**

The Council noted that the patio roof works have been inspected and that necessary structural work is to be undertaken. The Council deferred a decision on the patio and wood store until they have further information.

The Clerk to write to the Men's Shed to request they provide the following:

- A detailed plan for the woodstore.
- A different plan for the patio, the Council would like a more appealing paved patio to the currently proposed concrete slab.
- Proof that the Men's Shed have consulted on any necessary planning permission for the proposed works.

21/264 **Recreation Ground & Pavilion**

Cllr Duck reported on recreation ground.

21/264.1 **Jubilee Gates**

Covered under item 21/260.

#### 21/265 **The Queens' Jubilee**

The Parish Council are holding an event on the evening of Thursday 5<sup>th</sup> June 2022. There will be a bar, food truck and a band.

The Council would like to organise some memorabilia for the children of the village and suggested providing commemorative mugs.

The Council noted the need for publicity for this event.

**Resolution:** Agree a budget of £400 to go towards commemorative mugs and bunting.

**Proposed:** Cllr Richardson **Seconded:** Cllr Rains - carried unanimously.

#### 21/265.1 **Jubilee Grant**

**Resolution:** Agree to apply for the Jubilee Grant from the District Council.

**Proposed:** Cllr Richardson **Seconded:** Cllr Halls - carried unanimously.

#### 21/265.2 **Quotes**

**Resolution:** Agree the quotes for the Waffle & Co food truck and the Q6 Funkiton Band.

**Proposed:** Cllr Richardson **Seconded:** Cllr Halls - carried unanimously.

#### 21/265.3 **Jubilee Beacon**

**Resolution:** Agree the quote for the gas beacon.

**Proposed:** Cllr Richardson **Seconded:** Cllr Halls - carried unanimously.

#### 21/266 **Village Hall**

Cllr Richardson has thanked Clare for her service to the Village as postmaster. It was also noted that the notice for the position on the website has been taken down.

Clerk to contact the roaming post office to see if they can service Radwinter.

- Cllr Richardson has put in a complaint to the PO but has had no response.

#### 21/267 **Honour Award**

**Resolution:** Agree a framed certificate and flowers for the honour award.

**Proposed:** Cllr Richardson **Seconded:** Cllr Halls - carried unanimously.

#### 21/268 **Highways and Footpaths**

Footpath leading from the centre of the Village down past Gillon Way is slightly overgrown, Clerk to contact Outdoor Jack to deal with.

Water Lane has flooded again recently, due to larger than usual hedge trimmings clogging up the drainage system.

#### 21/268.1 **Footpath 85**

No update.

#### 21/268.2 **Footpath Map**

Still waiting on images.

#### 21/269 **Stocking Green update**

Deferred to next meeting.

21/270 **Land at the Rear of Gillon Way**

No update.

21/271 **Neighbourhood Plan Update**

No update.

21/272 **Matters to be Raised by Members for the Next Agenda**

Install water fountain at pavilion, replace/re-install blown down village sign, recreation ground lights, quotes for new noticeboard, quotes for a new bench, and ensure alcohol licence for Jubilee Event.

21/273 **Date of the Next Meeting**

25<sup>th</sup> of April 2022.

21/274 **Meeting Close** @ 9:10 PM

Signed.....

Dated.....

Clerk to the Council: Luke Brown  
72 St. Edmunds Fields, Great Dunmow,  
Essex, CM6 2AN  
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## **APPENDIX A**

### **UDC update – 28/02/2022**

#### **Emerging from the Covid pandemic**

As the Country comes out of the pandemic and life gets back to normal, the Council is reviewing its risk assessment and will start to return some staff to offices. However, it will not be the return to pre-pandemic working straight away if at all, instead we will see a phased and gradual of staff returning to the London Road offices. The Chief Executive plans to review current working arrangements during March to implement from April and I will keep you informed as matters progress.

The Council is building office space at the new Waste depot facility in Little Canfield and in Stansted, and so there will be staff who do not return to the London Road offices. I would be very grateful to hear from Councillors and residents with any views they have on the accessibility to Council Services and staff.

#### **Council Budget**

The District Council voted last week to increase Council Tax by the maximum it could, equivalent to £5 or 3.09% on a Band D property.

As you will know the County Council recently voted to increase their Council tax by 1.99% and the adult social care precept by 2.5%. Unlike the District Council, County have no uncommitted reserves following the impact the pandemic has had on their finances. The 2.5% that is earmarked for adult social care will predominantly go on staff pay which is desperately needed as many care homes are struggling with staff shortages.

## **Designation**

As you will have seen, the District Council has had its Planning function put into Special Measures. The Secretary of State for Housing wrote to the Council in October to advise that the Council's performance (quality of decisions for major planning applications) was below the required standard for the period March 2018 to March 2020. The Council received assistance from the Local Government Association including training provided by the Government's Planning Advisory Service. However, earlier this month the Government having reviewed the additional months up to December 2020 decided that sufficient improvements were not being made and the Council would be placed under Designation Status. Sadly, the Council's planning performance in the subsequent period (March 2019 to March 2021) showed that the performance of the planning committee was getting worse not better.

Despite some claims, the Government have confirmed that our local MP had no involvement in the process. Had she been involved in any way that would have been a conflict of interest as the local MP and a breach of the ministerial code.

I have communicated with you to explain what Designation means for our villages and yourselves and I will continue to keep you updated as we learn more.

The Council are budgeting for some Developers to continue to submit applications through the District Council. The reason for this is that it gives them more certainty, as applying direct to the Planning Inspectorate removes any right of appeal.

## **Leadership**

You may have seen the announcement in the local papers that I have been elected as the leader of the Conservative Group at UDC. I will lead the Group into the 2023 local elections, despite this new role which comes at a time when I am still relatively new to being a District Councillor. Serving the villages that make up my patch remains my priority.

## **APPENDIX B**

### **Clerk's Report**

#### **Correspondence**

- Men's Shed – the group have sort advice from structural surveyors who have concluded that the covered structure requires joist hangers. The work will be carried out ASAP. The group are hoping to have their planned opening in March/April this year.
- The Rec Committee – would like to point out that they support the Men's Shed and hope that the Parish Council do everything they can to keep them here. They also noted that they have provided the Parish Council with a detailed full year plan which was circulated to the Cllrs by email. The Rec Committee also pointed out that the lighting project to provide lighting along the pathway leading from the carpark up to the pavilion is a joint project between the Village Hall, Rec Committee and Parish Council.

APPENDIX C

**Action tracker**

Council Meeting	Reference	Details	Status
February '21	21/39	LHL Cllr Richardson to complete documentation	Under way
July '21	21/161	Install water fountain at pavilion (for Agenda March '22)	Waiting for March '22
September '21	21/172.1	Footpath 85 indefinitely closed	Waiting for an outcome
September '21	21/172.2	Obtain quote from BDC printing services for printing a footpath map – require images	Clerk to action – acquiring images
January '22	21/243.1	Install Jubilee gates	Clerk to action installation
November '21	21/216	Hedges overgrowing roads and require being cut back, Cllrs to pass offending areas to Clerk to raise it with EH	Cllrs to inform the Clerk
January '22	21/232	Clerk to contact CVSU with regards to the Men's Shed issues	Done
January '22	21/238.1	Clerk to contact the Recreation Ground Committee with regards to them putting up a new noticeboard and the Council needing to replace theirs	Done
January '22	21/241	Object to planning UTT/21/3693/FUL	Done
January '22	21/242.5	Clerk to contact the Recreation Ground Committee to let them know the Council is happy for them to take on the responsibility of moving the bench	Done

**APPENDIX D**  
**February Payments**

<b>Date</b>	<b>Supplier</b>	<b>Description</b>	<b>Invoice</b>	<b>FPO/DD</b>	<b>Min Ref</b>	<b>Rec</b>	<b>Credit</b>	<b>Debit</b>	<b>VAT</b>	<b>Net</b>
Opening Balance							31,427.06			
	Uttlesford D.C	Grant	N/A	Remit			1,000.00			
	Employee	Salary	N/A	BACS				299.78		299.78
	Employee	Expenses	N/A	BACS				20.80		20.80
	BT Group PLC	Telephone/Internet	M078 M8	DD				29.94	4.99	24.95
	SSE	Electricity	941775962/991775060	DD				117.68	5.60	112.08
	Waffle&Co Ltd	Deposit		BACS				200.00		200.00
	A&J Lighting	Lighting	35936	DD				48.38	8.06	40.32
	100 Parishes Society	Grant		BACS				10.00		10.00
<b>Totals</b>							<b><u>32,427.06</u></b>	<b>726.58</b>	<b>18.65</b>	<b>707.93</b>
							<b>31,700.48</b>			